MEMO

To:

Linda Bettencourt, Acting City & Town Clerk

From:

Kathleen A. Morey, Director of Human Resource

Date:

August 26, 2013

Re:

Personnel Review Commission Meeting

The regular monthly meeting of the Personnel Review Commission scheduled for Tuesday, **September 10, 2013 at 7:00 p.m. has been <u>canceled.</u>**

The next regular meeting of the Personnel Review Commission is scheduled to be held on Tuesday, October 8, 2013 at 7:00 p.m. in Conference room 208, Municipal Building.

KAM/lb

CC:

Councilwoman Hope Kasper

Councilwoman Deborah Kleckowski

Councilwoman Mary Bartolotta